

Administrative Internal U Only

PROCUREMENT DIVISION WEEKLY REPORT FOR

PERIOD ENDING 2 May 1984

1. Progress Report of Tasks Assigned by the DCI/DDCI:

No tasks assigned during this reporting period.

2. Items or Events of Major Interest That Have Occurred During the Preceding Week:

a. Refurbishing of Directors' Portraits: On 22 March 1984, General Purchasing Branch (GPB/PD/OL) received a request from the Fine Arts Committee to contract for the refurbishing of five CIA Directors' portraits located on the main floor of the Headquarters building. On 3 April 1984, a contract was placed with Rosamond Westmoreland to correct the deterioration of these portraits. It was arranged with the contractor for the portraits to be delivered to her and as of this date she has completed and returned two of the portraits. (U)

STAT

b. Federal Acquisition Regulation (FAR) Forms Order For Procurement Teams: Four orders were placed on 27 March 1984, for the revised order forms required by FAR to be used by Procurement Division (GPB/PD/OL) and Contracting teams. Proofs of these forms were received on 1 May 1984 for review prior to printing. If the proofs are approved within the week, delivery of the forms is scheduled for the week of 11 June 1984. (U)

STAT

3. Significant Events Anticipated During the Coming Week:

None

STAT

Administrative Internal Use Only